

**YAKAMA NATION PERSONNEL DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2011-045 Issue Date: 03-17-11 Closing Date: 03-31-11

Risk Management Officer
Tribal Insurance
Department of Support Services
Hourly Wage: \$14.59/Full-Time/Regular

The primary responsibility of this position is to assist in loss control and accident prevention in all of the Insured areas of coverage and promote a safe, and accident free work environment.

Knowledge, Skills and Abilities:

- Knowledge of the occupational hazards and safety precautions associated with various public facilities.
- Ability to speak effectively and prepare informative reports.
- Ability to establish and maintain effective working relationships with associates, fellow employees and other safety agencies.
- Knowledge of risk management concepts, including valuation, forecasting and calculating maximum foreseeable loss.
- Knowledge of the Yakama Nation organization and governmental operations in order to conduct procedures that will facilitate the identification of changes and identify potential risk exposure.

Physical Demands:

- Must be able to work in all types of weather. Requires agile ability to walk, climb and lift up to 20 pounds.

Minimum Recruiting Indicators:

- Two years experience in professional risk management research, or a related field.
- OR,**
- A combination of education and experience demonstrating the ability to perform the job duties. (Must be able to provide documentation showing the knowledge, and ability related to this position to carry out the job duties.)
 - Must have a valid Washington State driver's license and be insurable under the Yakama Nation Insurance guidelines.
 - Ability to pass a pre-employment Drug and Alcohol test.